

**Town of Chester  
Board of Selectmen Meeting  
Thursday, January 19<sup>th</sup>, 2017  
Municipal Complex  
Approved Minutes**

**I Preliminaries**

Call the Meeting to Order  
Roll Call  
Pledge of Allegiance  
Chairman’s Additions and Deletions  
Public Comment  
Approval of Minutes  
Roundtable  
Budgets  
Opening of Non-Public Session Minutes  
Non–Public Sessions  
Adjournment

*1.1 Call to Order*

Chairman Landau called this meeting of the Town of Chester Board of Selectmen to order at 7:01pm.

*1.2 Roll Call*

Selectmen present:

Cass Buckley (arrived 7:08pm)  
Jack Cannon  
Joseph Hagan (arrived 7:03pm)  
Stephen Landau  
Dick Trask

Members of the Public present, at various times:

Greg Bolduc, Fire Chief  
Ben Clark, Deputy Fire Chief  
Eric Emerson, EMS Lieutenant  
Phil Gladu, Emergency Management Director / Fire Captain  
Tara Ingalls, Fire Department Administrative Assistant  
Rhonda Lamphere, Town Treasurer  
Richard LeBlanc  
Mike Weider, Budget Committee Chair  
Penny Williams, Tri-Town Times  
And Others Unknown to the Recording Secretary

*1.3 Pledge of Allegiance*

Chairman Landau led the attendees in the Pledge of Allegiance.

*1.4 Chairman’s Additions and Deletions*

Chairman Landau noted that “3.2 Opening of Non-Public Sessions Minutes” will be conducted in Non-Public.

### *1.5 Public Comments*

As no Members of the Public wished to be heard, Public Comment was closed at 7:04pm.

## **II. Old Business**

Regarding last week’s discussion of the Department of Labor (DOL) recommended safety audit as portrayed in the news: Selectman Cannon wished to acknowledge that Police Chief Berube was given direction and approval by the BOS to lead the audit, and that is exactly what he has done. Selectman Cannon hopes that, moving forward, the DOL will contact the BOS directly.

### *2.1 Approval of Minutes*

An approval sheet for previous weeks’ meeting minutes is in the signature folder.

## **III. New Business**

Chairman Landau announced that Wednesday, February 8<sup>th</sup>, 2017 will be the last day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the 2017 town meeting. [RSA 675:4 – 90 days before town meeting].

### *3.1 Budgets:*

Mr. Bolduc and Mr. Clark appeared before the Selectmen to discuss Ambulance, Fire, and Forest Fire budgets.

#### *3.1.1 Ambulance*

Mr. Bolduc explained that the Ambulance budget saw an overall increase of fourteen percent (14%). The Town is in its final year of its Ambulance contract; Mr. Bolduc will negotiate this in the near future with Derry. The Ambulance Transfer Fees line was cut by five hundred dollars (\$500)—in his time as Chief, Mr. Bolduc remarked that three or four (3-4) transports have been performed and that Derry has not yet charged the Town for any of these. The Dispatching Services line increased from thirty-one thousand eight hundred and forty-two dollars (\$31,842) to thirty-three thousand four hundred and thirty-four dollars (\$33,434) per contract with Derry.

#### *3.1.2 Fire*

The requested Salary line for the Deputy Chief increased from two thousand dollars (\$2,000) to three thousand dollars (\$3,000) due to the significant increase in duties performed within this position. The Overtime line request doubled from three thousand dollars (\$3,000) to six thousand dollars (\$6,000) since there are currently two (2) full-time officers; which Mr. Bolduc hopes will cover approximately two (2) hours training time for each officer, each week.

Mr. Bolduc explained that the Equipment line only covered annual testing costs for ladders, hose, etc; repairs would not be afforded in the amount initially requested of six thousand dollars (\$6,000). The Board was provided an updated request of just under eight thousand three hundred dollars (\$8,300); whether two separate lines funding testing and repairs should exist was discussed. Selectman Buckley wondered whether this meant funding “what ifs”, while Chairman Landau wondered why equipment would be tested if no funds were allowed for subsequent repairs.

The Verizon line increased to account for air card service for vehicles and grant-funded tablets.

However, the Internet line decreased since the service changed. The Maintenance line also decreased since Mr. Bolduc intends to use these funds strictly for Fire Department-specific maintenance (i.e. air compressors)—Mr. Amato of Maintenance will continue to be enlisted for general maintenance concerns. Lines remaining level include Electricity and Heat / Propane.

Mr. Clark confirmed that, should the new Tanker be approved, maintenance expenses were factored into the request for fifteen thousand dollars (\$15,000) in the Vehicle Maintenance line. Mr. Bolduc and Mr. Clark mentioned their aim is to rotate purchases of tires and batteries for feasibility; it was suggested by some Selectmen that this line be brought up from the fifteen thousand dollars (\$15,000) requested to twenty thousand (\$20,000). Some upcoming repairs include a rust hole in Tank 1’s exhaust, and fuel tank rot & frame rot on Tanker 2. In the future, Mr. Bolduc and Mr. Clark hope also to have underseal applied to all new trucks initially.

Mr. Bolduc mentioned that twenty-one (21) air bottles expired last year; which has cut the amount of bottles available for use in air packs in half. Mr. Bolduc was quoted sixteen thousand dollars (\$16,000) for the air bottles alone, and noted that a company recently lent the FD some bottles in the meantime.

### *3.1.3 Forest Fire*

The Forest Fire budget request remains level at two thousand and one dollars (\$2,001).

Mr. Bolduc and Mr. Clark departed the meeting table at 7:53pm.

### *3.1.4 Emergency Management*

Mr. Gladu appeared before the Selectmen to discuss the Emergency Management budget.

Ms. Smith asked of the Jetpack (similar to an air card, enabling wireless access) and Mr. Gladu said this would likely come out of the Equipment Repairs & Maintenance Line. The total Emergency Management line request increased from eight thousand five hundred and one dollars (\$8,501) to nine thousand three hundred and one dollars (\$9,301) due to an increase in the Hazmat Mutual Aid line.

Mr. Gladu departed the meeting at 7:56pm.

### *3.1.5 Budget Committee*

Mr. Weider appeared before the Selectmen and explained that the Budget Committee’s only budget increase was in the Dues and Seminars line; which will go from three hundred dollars (\$300) to four hundred dollars (\$400).

Mr. Weider departed the meeting at 7:58pm.

### *3.1.6 Treasurer*

Ms. Lamphere appeared before the Selectmen and noted that the suggestion to increase the Salaries line from six thousand dollars (\$6,000) to six thousand nine hundred and fifty-six dollars (\$6,956), should it be approved, would be the first time in six (6) years that the line increased. The Mileage line increased due to extra trips to the bank; during tax collection season, over fifteen hundred dollars (\$1,500) cash is often received, warranting extra trips per RSA. Revenues increased, fraud protection is up and running, and the P Card (Purchase Card) is working well.

Selectman Cannon wondered whether the word “Salary” should be changed “Stipend” in this budget, as the Treasurer is an Elected Official. Overall, the Board agreed with the proposal and there was no

objection in offering fair compensation.

Ms. Lamphere and Ms. Smith both departed the meeting at 8:04pm.

### *3.3 Opening of Non-Public Session Minutes*

Each week the Selectmen will open five (5) sets of minutes from non-public sessions, starting from the oldest available, and decide whether or not they should be resealed or left unsealed. This will be done in non-public session.

## **IV. Selectmen’s Business**

### *4.1 Roundtable*

No Selectman had anything to report; however, Mr. Bolduc wished to address one more item and was invited back to the meeting table.

Mr. Bolduc informed the Selectmen that a full-time employee of the Town recently expressed interest in joining the Fire Department. This individual is fully certified, lives within required distance, and could potentially help with calls during or outside of business hours. However, the DOL requires overtime to be paid if work exceeds forty (40) hours per week. Selectman Cannon wondered of the legality of this; and Selectman Buckley wondered about potential cost.

### *4.2 Public Comment*

As no members of the Public wished to be heard, Public Comment was closed at 8:09pm.

### *4.3 Non-Public Sessions*

**Vice-Chairman Trask moved that the Board go into non-public session under RSA 91-A:3 II (a) Public Employees and (c) Reputation; then to seal the minutes and adjourn the meeting. The vote was unanimous in the affirmative; motion carried.**

The meeting room was closed at 8:10pm.

The meeting room was re-opened at 8:30pm.

**Vice-Chairman Trask moved that the Board come out of non-public session; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; motion carried.**

**Chairman Landau moved that the minutes to the first non-public session, on Public Employees, with Mr. Bolduc and Mr. Clark present, be sealed for a period of ninety (90) days; Vice-Chairman Trask seconded the motion. The vote was unanimous in the affirmative; motion carried.**

**Chairman Landau moved that the Non-Public Session minutes from February 9<sup>th</sup>, 2004 be resealed for an indefinite period; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; motion carried.**

**Chairman Landau moved that the Non-Public Session minutes from February 23<sup>rd</sup>, 2004 be left unsealed; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; motion carried.**

**Chairman Landau moved that the Non-Public Session minutes from March 1<sup>st</sup>, 2004 be resealed for an indefinite period; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; motion carried.**

**Chairman Landau moved that the Non-Public Session minutes from March 1<sup>st</sup>, 2004 be left unsealed; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; motion carried.**

**Chairman Landau moved that the Non-Public Session minutes from November 18<sup>th</sup>, 2002 be resealed for an indefinite period; Selectman Cannon seconded the motion. The vote was unanimous in the affirmative; motion carried.**

**V. Adjournment**

The next regularly scheduled meeting of the Board of Selectmen will be Thursday, January 26<sup>th</sup>, 2017.

**Vice-Chairman Trask moved to adjourn the meeting; Chairman Landau seconded the motion. The vote was unanimous in the affirmative; motion carried.**

The meeting was adjourned at 8:31pm.

Respectfully Submitted,  
Caroline Rose Wilson, Recording Secretary